Thank you for volunteering your time for this project!

You should have received a link to the online data extraction form (Google Sheet). Each form is unique and for you only. There are 3 individual sheets (for group 1, 2, and 3 each).

Instructions:

1. To begin scoring an article, please **download** the PDF file directly from the Google Sheet to your local hard-drive.

2. While you work down the checklist, please do 2 things:

   o   Please **answer** each item on the Google Sheet.

   o   When applicable (see instruction 3), please **annotate** relevant parts of the PDF file by the highlight tool , *AND* **indicate** the corresponding STARD item numbers by the note tool .

3. You do not need to annotate the PDF for every STARD item. To save time, you can decide what high-yield STARD items to annotate and how detailed your comments are, based on your experience of the pilot reconciliation.

4. Some PDF files are read-only. In these cases, you can leave comments directly on the Google Sheet (Right click -> Comment).

5. When the scoring is completed for one articles, please **save** the annotated PDF file on your local hard-drive.

6. When the scoring is completed for _all_ articles, please contact Bo and **send** all annotated PDF files at once.

7. Please contact Bo if you have any suggestions or questions regarding the checklist, or the data extraction process in general.

Thank you!

Bo Gong

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